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LIBRARY OF CONGRESS INFORMATION BULLETIN

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PERSONNEL DIRECTOR DESCRIBES MINIMUM QUALIFICATIONS

The Library of Congress will have its own published position qualification standards handbook by the end of this year as part of its ongoing personnel program to bring the Library into conformity with the Equal Employment Opportunity Act of 1972 (which amended Title VII of the Civil Rights Act of 1964) and to meet its labor organization contract commitments, according to Glen Zimmerman, director of the Personnel and Labor Relations Office. Further, this handbook will be modeled after the Civil Service Commission *Handbook X-118 Qualification Standards for White-Collar Positions Under the General Schedule* (commonly called the *X-118*), and will incorporate provisions not only for the substitution of education for experience but also experience for education with a specific formula spelled out for such substitutions. Mr. Zimmerman emphasized that this is but the latest development in a long series of activities involving the evolution of valid position qualification requirements in the Library.

In May 1976, the Library approved a three-phased program to validate its qualification standards. The phases included (1) gaining consistency in the Library's posting system (a policy memorandum was issued in July 1977 and this phase has been implemented); (2) adopting, after study and research, the *X-118;* and (3) adapting the *X-118* through job or

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AACR 2 ENDORSED, IMPLEMENTATION DELAYED

At an August 3 meeting in Chicago sponsored by the American Library Association, a group of librarians representing 15 major library organizations unanimously endorsed a resolution recommending that the Library of Congress adopt the *Anglo-American Cataloguing Rules,* second edition, (AACR 2) in 1981. Although the new date will mean postponing the freezing of its catalogs (previously announced for 1980), the Library agreed to follow the group's recommendation. Responding to similar requests, the British Library and the National Library of Canada have also announced their decisions to reschedule adoption of AACR 2 to January 1981.

The meeting was called as the result of numerous questions at the ALA Annual Conference in June and actions by two of the groups represented asking for delay in implementation of the code. The Library and Information Technology Association passed a resolution at the June ALA Convention, recommending that the Library of Congress (and the national libraries of Australia, Great Britain, and Canada) delay implementation pending further study. Subsequently a poll of the 105 members of the Association of Research Libraries showed that 48 of the 79 members who responded by August 3 favored asking the Library to delay implementation for a year.

At the Chicago meeting, the majority of those present indicated firm support for the adoption of

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the code. Thus it was clear that the issue was not whether to adopt the code but when it should be implemented. The group also felt that a firm date, toward which all libraries could plan, was essential.

The Library's decision to abide by the recommendation of the group means that all actions previously announced for January 1980 will be deferred until January 1981. At that time the Library will freeze its old catalogs, abandon its policy of superimposition, and implement the new code. Although a final decision has not been made, it is likely that the ALA/LC workshops on AACR 2 scheduled for 1979 will be rescheduled for 1980. Later this year, however, the Library can be expected to continue its plans to begin supplying AACR 2 forms of heading as information available in automated name authority records.

Other actions by the group included a recommendation that future catalog code changes be kept evolutionary. Code revision should be kept to a minimum, but those changes deemed necessary should be proposed as needed without waiting for a new edition. It was agreed that a forum including a range of interested parties (library administrators, automation experts, representatives of user groups, and so forth) should be set up to review proposed changes. Additional work on establishment of such a forum will be coordinated by ALA.

The group also recommended the establishment of a committee to encourage and serve as a clearinghouse for studies on AACR 2 needed by libraries before adoption of the code.

Library organizations represented at the meeting were American Library Association, Russell Shank, Robert Wedgeworth; Association of College and Research Libraries, Dorman Smith; Association of Research Libraries, John Lorenz, Richard Dougherty, Joseph Treyz; BALLOTS, Edward Shaw; Council on Computerized Library Networks, Nancy Marshall; Council on Library Resources, J. Warren Haas; Library of Congress, William J. Welsh, Lucia J. Rather; Library and Information Technology Association, Susan K. Martin; National Agricultural Library, Jeanne Holmes; National Commission on Libraries and Information Services, Ruth Tighe; National Library of Medicine, Joseph Leiter, Lillian Kozuma; OCLC, Inc., Frederick Kilgour; Reference and Adult Services Division, Sandy Whiteley; Resources and Technical Services Division, William Gosling; and Washington Library Network, Jacqueline Rudeen. Also present was Frances Hinton, ALA representative to the Joint Steering Committee for the Anglo-American Cataloguing Rules.

CONSER PROJECT CONTINUED

The continuation of the CONSER Project, a program to develop an automated serials data base, has been announced by the Council on Library Resources, Inc. (CLR), the Library of Congress, the National Library of Canada, and OCLC, Inc.

As initially planned and implemented, CONSER was a cooperative, two-year program to develop the data base using the resources of 14 North American libraries and the on-line computer facilities of the Ohio College Library Center (now OCLC, Inc.). With the support and under the management of CLR, the participating institutions contributed to building a file now in excess of 180,000 titles.

In acknowledgment of the benefits of CONSER to the library and information communities, the Library of Congress agreed to assume responsibility for supporting the system at the end of the two-year period. Since fiscal and resource constraints prevented the Library from sufficiently expanding its automation

The Lawtell Playboys from Louisiana played "zydeco" or black French music for a large crowd assembled on the Neptune plaza at the American Folklife Center's July concert. J. C. Gallow performed on the rub-board (above left), and Jeffry Broussard (above right) was drummer. Other members of the family group included Calvin Carriere on fiddle, Shelton Broussard on guitar, Linton Broussard on bass, and Delton Broussard on accordion.

The next free outdoor concert will take place on Thursday, August 31, at noon and will present John Ashby and the Old Time Virginia String Band (see story on front page of last week's LC Information Bulletin*). The rain date is Friday, September 1.*

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activities related to CONSER, however, the project will remain at OCLC for the foreseeable future.

The CONSER Project will continue to develop at OCLC, with OCLC assuming the management role previously performed by CLR. Centers of Responsibility (the Library of congress and the National Library of Canada) will continue to be responsible for the bibliographic quality of the data base. Adherence to existing working conventions–the *CONSER Manual* and the *MARC Serials Editing Guide: CONSER Edition*–will remain a requirement for all CONSER participants. These conventions will be developed and changed as before–that is, through the two national libraries as Centers of Responsibility, working with CONSER participants and OCLC.

OCLC will continue to make CONSER records on magnetic tape available to the Library of Congress and the National Library of Canada for subsequent distribution. In recognition of the importance of the project, the Library of Congress will maintain its current level of staffing and bibliographic support for CONSER.

ISLAM IN SUB-SAHARAN AFRICA SUBJECT OF NEW BIBLIOGRAPHY

The role of Islam in Africa south of the Sahara is the subject of a new bibliography from the Library of Congress compiled by Samir M. Zoghby. Islam, a dynamic and growing religion in Africa south of the Sahara, has passed through alternately peaceful and militant phases. A peaceful stage of Islamization took place under the influence of traders who settled both in East and in West Africa and spread the message of the Prophet along trade routes. This was followed by the militant Jihad movements of the 19th century. In this century, Islam has become an important political factor throughout most of the continent.

Islam in Sub-Saharan Africa: A Partially Annotated Guide records a selection of books and periodical articles. The main criterion of selection was whether or not Islam and Muslim populations were the central focus or major theme of a given work. The titles chosen encompass a wide spectrum of publications–including works dealing with the Islamization of the sub-Saharan zone; Muslim populations and their social, political, and religious structure; the impact of Islam and Arabic culture on

the converted peoples; the resistance of Muslim leaders and reformers to European imperial designs; and the role of Islam, as a major variable, in political relations between Muslim states in the 20th century.

Compiled in the African Section of the Library's African and Middle Eastern Division, the 318-page guide contains 2,682 entries, divided into sections by historical period, with each chronological grouping divided by four broad regions of Africa. These are in turn divided by subject.

The bibliography reflects the holdings of the Library of Congress and other American libraries reporting to the *National Union Catalog.* There is a glossary of Arabic terms, and a detailed index of authors and subjects concludes the work.

Islam in Sub-Saharan Africa is for sale for $8.50 from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402 (Stock No. 030-001-00068-1).

PERSONNEL DIRECTOR DESCRIBES MINIMUM QUALIFICATIONS

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task analysis to fit the Library's needs.

Based upon experience and research, however, these basic proposals have been modified somewhat. For example, the second phase now calls for the adaptation of the *X-118* after careful study. This is also reflected in the Library's Affirmative Action Plan for fiscal year 1978. The Library has reached this decision through experience, research, and, to some extent, experimentation with the qualifications outlined in the *X-118.* It was decided that the Personnel and Labor Relations Office would issue a number of vacancy announcements (postings) using the basic qualifications in the *X-118* and using different formats. The recent postings for the positions of employee development officer, assistant position classification officer, and executive officer in Research Services are examples of this study and experimentation.

The Library's experiences in the areas of qualification requirements and validation were discussed by Mr. Zimmerman in an address on "Job Validation: The Library of Congress Experience" at the program on minimum qualifications for librarians sponsored by the Office for Library Personnel Resources at the recent Annual Conference of the American Library Association. He began by explaining that, upon being placed under the EEO Act of 1972, the Library formally structured its affirmative action efforts by creating an Affirmative Action Office. One of the first areas of concern was the use of written tests. After an extensive study by Lawrence Johnson Associates, 24 of the 28 tests then in use at the Library that were found to be nonobjective were suspended, and in April of this year the responsibility for the development and approval of tests was centralized in the Personnel and Labor Relations Office. In 1974, Carolyn Payton conducted a study of over 2,500 Library postings and in her report concluded that the Library's posted minimum qualifications were inconsistent for families of positions and often for the same position.

Dr. Payton's report was followed by an award of a contract to the PRC Systems Sciences Co. to study and validate minimum job qualification requirements for three Library positions–descriptive and subject catalogers and reference librarians. A minimum job qualification is a pass/fail hiring criterion that can be evaluated for all applicants on the basis of information obtained from the application blank. These devices are usually the first step in the selection process and serve as a fast and inexpensive way to screen out applicants who will not be hired. Mr. Zimmerman emphasized, "Thus job validation does not and should not disturb the goal of hiring the best qualified individual for the job."

"As a first step," he continued, "PRC compiled a preliminary list of job tasks after an analysis of the jobs in question by reviewing existing position descriptions, job postings . . ., brochures about the Library . . ., and a survey of 18 section heads who were asked to name what they felt were the most important job duties of the librarian positions they supervised and what they felt were the most important worker characteristics (that is, knowledges, skills, and abilities) needed for successful job performance. In addition, the preliminary list of job tasks and worker characteristics collected from the various sources served as the basis for 'brainstorming' sessions with groups of two to eight librarians from each of the 13 job title/GS-level combinations represented in the sample. A final review of the job tasks was made by the management of the then Processing and Reference Departments. . . . The final result was a task analysis questionnaire custom designed for the three librarian positions.

"In addition to the 316 job tasks which formed the bulk of the questionnaire, a number of more global questions about the work performed were included to summarize the time spent on various activities which

cut across many job tasks (for example, the percentage of time spent reading in languages other than English). Although each questionnaire was anonymous, the last section asked for descriptive information about the survey respondents. . . ."

Of the 414 questionnaires sent to the librarians occupying these positions, 92 percent (or 383) were returned in usable form, from which, on the basis of their analysis and an independent review of all job tasks by recognized authorities in library science from two universities, "the PRC contractors developed qualification requirements which they believed would satisfy all. . . requirements for job relatedness and minimization of adverse impact in accord with the then established *Guidelines on Employee Selection Procedures* of the Equal Employment Opportunity Commission."

In summarizing the PRC recommendations, Mr. Zimmerman related that at the GS-7 level, minimum qualifications required 36 semester hours or equivalent of course work in a specified area relevant to the job vacancy. At the GS-9 level, in addition to this requirement and one year of work experience at the GS-7 level, 12 semester hours in specific courses in librarianship relating to the job vacancy were required. This was augmented at the GS-11 level with a requirement of one year of experience at the GS-9 level at the Library of Congress. At the GS-12 level, two years of work experience at the GS-9 level, two years of work experience at the GS-9 or 11 level at the Library were required. At the GS-13 level, it was proposed that a test battery be used. He continued by pointing out, however, that a look at the Library's work force in the GS-1410 professional librarian series discloses that 34.8 percent of all such staff members do not have master's degrees and that the Library has not had a positive educational requirement for the master's degree; he explained, "I use the master's degree rather than the MLS because many of our positions require educational background in a specific topic or area." As a result, many staff members who do not have master's degrees have been successful in moving into professional librarian positions, including substantial numbers in the protected classes under Title VII. (A chart showing the breakdown of Library employees in the GS-1410 series by race and education appears at the end of this article.) Mr. Zimmerman added that there has been a problem in communicating this fact to the staff through current posting procedures because the present form, unless one reads the fine print, does not make it clear that the Library's minimum educational qualifications are not positive requirements.

He continued by observing that "the Library has not formally adopted the recommendations of the PRC study." He outlined four flaws in the report. Although not a serious problem, "PRC did not determine if there were adverse impact under the present qualifications standards . . . [and second] PRC made an assumption that the master's degree was a positive educational requirement, thus a minimum qualification—this is not the case. . . ." A third serious drawback, if the Library adopted the PRC proposal, would be the possibility of hampering upward mobility for staff members who, unless they held master's degrees, would not have the required course work. "In addition, the American educational system may work against individuals who would wish to pick and choose the specific course work." Finally, he stated, "the PRC proposal equates two years of work experience at the GS-9 level as sufficient qualification for the GS-12 level. In addition to the legal problems, the proposal seems to suggest that GS-9 level work equates to GS-11 work. If the Library were to agree to this, the Library's rather generous career ladder (promotion plan) system in the professional librarian series would be in serious question."

On the other hand, there were positive effects from the impact of the PRC study, including the three-phased approach to validation. Moreover, through negotiations with labor organizations, the Library is replacing its 25-year-old selection system with one that can be validated. Article XVIII, "Merit Employment and Promotions," of the contracts with the AFSCME union and guild, which represent over 3,000 of the Library's 5,200 staff members, will be implemented in December. It also includes a subsection limiting the Library's use of tests to those which have been or are being validated. "Out office," he continued, "has developed a recruitment list of over 340 sources which will enable us to increase our recruitment of minorities and women for condideration for higher level positions throughout the Library, an approach which may eventually eliminate or minimize any practical adverse impact." He announced that "effective the end of this year, announcements of position vacancies will carry specific information for the substitution of experience for education or education for experience, thereby clarifying to a greater degree the Library's present practice (that is, minimum qualifications will not contain positive educational requirements). In effect the Library of Congress recognizes the importance of both the MLS and experience. By and large this is what we have been doing historically. This provision was also negotiated with AFSCME."

In conclusion, Mr. Zimmerman observed, "The Library has taken positive steps to meet both the requirement and challenge of job validation. The

Library's position on the PRC recommendations is that the substance of those recommendations, that is the validity of [Library] qualification standards, has been built into the labor contracts and adopted through negotiations between the parties as well as new programs in the personnel area. This approach, along with approval of the May 1976 recommendation to validate our qualification standards and the expected increase in [Library] validation pace, has, in effect, fulfilled the PRC study. I believe that this route will best serve the Library and the staff."

BREAKDOWN OF LC EMPLOYEES IN 1410 (LIBRARIAN) SERIES

Classification	*Total Number*	*Percent*	*Number With Master's Degree or beyond*	*Percent*	*Number Without Master's Degree*	*Percent*	*Total Percent*
Black	137	12.7% [1, 2]	39	28.5%	98	71.5%	100.0%
Spanish Surnamed	18	1.7% [2]	12	67.0%	6	33.0%	100.0%
Oriental	91	8.4% [2]	77	84.6%	14	15.4%	100.0%
Other	837	77.2%	578	69.0%	259	31.0%	100.0%
Totals:	1,083	100.0%	706	65.2%	377	34.8%	100.0%

[1] The national professional librarian work force is approximately 6 1/2 percent black (*American Libraries*, February 1978, p. 81).
[2] Figures add up to 22.8 percent. The average overall percentage of minority professional librarians in 83 research libraries is approximately 9 percent. (*Association of Research Libraries* Salary Survey, 1976-1977).

NEWS FROM NLS/BPH

An international exchange program is being launched to increase the foreign language collection of the National Library Service for the Blind and Physically Handicapped. Excess copies of braille books and current publications such as *Talking Book Topics, Braille Book Review,* and the newsletters *News* and *Update* will be offered in exchange for braille and recorded titles.

"Having more foreign language materials will greatly strengthen library services for blind and physically handicapped readers in the United States," says Director Frank Kurt Cylke. "We particularly need recorded fiction and nonfiction and print publications on the subjects of blindness and physical handicaps."

Under the direction of Becky Lyon-Hartmann, head of Network Services, NLS/BPH, the first exchange of materials will be with the Central Republic Library for the Blind (CRLB) in Moscow. The CRLB needs materials about blindness and teaching the blind plus foreign classics, music titles, and biographies. Additional potential exchange partners will be identified from among 50 other foreign libraries.

Procedures for the exchange program have been developed by Becky Lyon-Hartmann in cooperation with the staff of the Exchange and Gift Division. Braille books determined to be excess to the needs of NLS/BPH and the network will be set aside on special shelving. Exchange lists of up to 100 titles will be compiled after positive responses are received from foreign libraries. Lists will be circulated to those institutions responding to a letter describing the new exchange program. A 90-day time limit for return of the request lists will be provided. After 90 days, the books will be distributed, and NLS/BPH will select from exchange lists submitted by cooperating partners.

"Exchange is generally carried out on the basis of title-for-title assuming that the materials exchanged are of approximately comparable frequency and monetary value," she stated. "In certain cases involving publications of unusual expense, materials of equivalent monetary value will be required."

The National Library Service for the Blind and Physically Handicapped is one of seven organizations that exhibited during the Central Intelligence Agency (CIA) Handicapped Awareness Week in McLean, Va., July 24-28. The exhibit was arranged by the CIA to promote affirmative action for handicapped individuals.

Hundreds of employees visited the NLS/BPH exhibit which was "very popular and very well received" according to Irene Markovich, coordinator for selective placement. Copies of books and magazines in braille and recorded on discs and cassettes were included in the materials on display.

STAFF NEWS

Coordinator for the Handicapped, Committee Members Named

Mary F. Smith, analyst in social legislation, Education and Public Welfare Division, has been appointed part-time coordinator of affirmative action for the handicapped for a three-year term in accordance with the requirements of the Affirmative Action Plan for fiscal year 1978 (see the LC *Information Bulletin* for April 14, p. 240) She will be assisted by four staff members who will serve for two years on an Action Committee: Ralph L. Adams, Personnel Operations Office; Patricia Fox, Descriptive Cataloging Division; Freddie L. Peaco, National Library Service for the Blind and Physically Handicapped; and Billy R. West, also of NLS/BPH.

The new coordinator has had extensive experience both in researching and coordinating activities for the handicapped. In her present position in the Congressional Research Service, she specializes in analyzing programs for the handicapped. Her previous experience in this field was with the Office of Human Development Services, Department of Health, Education, and Welfare, and, before that, as a program specialist with the President's Committee on Mental Retardation. She had served earlier as the executive director of the Hawaii Developmental Disabilities Council for nearly two years.

The new coordinator may be reached on ext. 5885.

AWARDS

Thomas H. Nichols, supervisor in the Preservation Section, Records Management Division, received a 30-year Federal Service Award pin from Waldo Moore, Assistant Register of Copyrights for Registration, on July 12.

Mr. Nichols' career in Government began while he was in high school with summer work in the Library of Congress Mail Division. He joined the U.S. Navy during World War II and served in the Pacific from 1943 to 1947 as a signalman on the *U.S.S. Hilo*, a yacht converted into a flagship for P.T. boats. In 1950, Mr. Nichols returned to the Library as a sorter-arranger in the Exchange and Gift Division, and from 1951 to 1953 he served as a searcher-filer of project records in the Technical Information Division. Mr. Nichols spent the next two years in private business in Washington, D.C.

In 1955, Mr. Nichols returned to the Library as a printing publications clerk in the Office of the Register of Copyrights. He subsequently became a searcher in the Materials Control Section in the former Service Division and later in the Compliance Section of the former Reference Division. After advancing to the position of senior searcher in the Compliance Section, Mr. Nichols was appointed head of the Materials Control Section in 1962. He transferred to head of the Records Section in 1965 and attained his present position in 1970.

Elsie M. Riggs, an examiner in the Performing Arts Section, Examining Division, was presented a 30-year Federal Service Award pin by Mr. Moore on July 14. This year also marks her tenth year at the Copyright Office.

She began her Government Service in the War Department and was later employed by the Department of Health, Education, and Welfare. Before joining the Copyright Office in 1968, she worked for the Federal Communications Commission.

She graduated from American University in 1960 with a bachelor's degree in music. She also holds a master's degree in music from Catholic University.

During his visit to the Library of Congress Office in Cairo in May, Rodney G. Sarle, chief of the Overseas Operations Division, took the opportunity to award Cairo catalogers **Insaf Abadir** and **Eugenie Bibawi** pins and certificates for 20 years of service in the United States Government. Miss Bibawi began her service in

LABOR DAY HOURS GIVEN

The Library of Congress will observe Labor Day 1978 on Monday, September 4. The Congressional Reading Room will be open from 8:30 a.m. to 5 p.m. All other reading rooms, Library offices, and study facilities will be closed. The exhibition halls in the Library of Congress Building will be open from 8:30 a.m. to 6 p.m., and regular hourly guided tours will be provided from 9 a.m. to 5 p.m.

On Saturday, September 2, and Sunday, September 3, the Library will maintain its normal weekend service.

1956 and has worked for the Library's field office since 1969. Miss Abadir has been with the Library of Congress since 1970. Before that she worked for the United States Information Service.

PERSONNEL CHANGES

Appointments: Susan Bodilly, research assistant, GS-7, CRS S, 5762; Hortense Brent, deck attendant, GS-3, Ser, OP RS-102; John Clarke, bill digester and reference assistant, GS-7, CRS A, 5717; Thomas Fisher, deck attendant (trainee), GS-3, Ser, OP RS-101; Karl Miller, telecommunications specialist, GS-11, Com Serv, 5656; Richard Nelson, analyst, energy economics, GS-12, CRS E, 5589; Elaine Rulkiewicz, research analyst, GS-7, FRD, 5494; Michael Wells, deck attendant (trainee), GS-3, Ser, OP RS-101.

Temporary Appointments: Linda Ellis, library aid, GS-1, CRS Ed, NP; Eleanor Harper, library aid, GS-1, Cat Mgmt, NP; Patricia Lawrence, editorial assistant, GS-5, CRS E, 5686; Colleen Mahoney, clerical assistant, GS-3, NLS/BPH, NP; Nancy Norton, exchange specialist, GS-9, E&G, NP; Cheryl Warren, library aid, GS-1, Ord, NP.

Reappointment: Franklin Spears, inspector-printer, WG-8, P&P, 5786.

Temporary Reappointment: Eugene Burrell, materials control clerk, GS-3, CRS L, NP.

Promotion: Elaine Robichaud, to data entry operator, GS-4, CRS ARS, 5885.

Resignations: Bianca Floyd, S&R; Joan Hermenze, Cat Mgmt; Gary Seay, CRS L; Dimitri Traicoff, Bldgs.

STAFF ACTIVITIES

Jon Baumgarten, general counsel for the Copyright Office, addressed the Washington Project for the Arts at the organization's headquarters in Washington, D.C., on the evening of July 17. His talk on "Copyright and Visual Artists" was part of a workshop on "Legislation and the Arts."

David K. Carrington, head, Technical Services Section, and **Richard W. Stephenson**, head, Reference and Bibliography Section, Geography and Map Division, are the co-compilers of the third edition of the directory of *Map Collections in the United States and Canada*, published in June by the Special Libraries Association (SLA). The 230-page directory describes 743 map collections in the United States and Canada, which represents a 23 percent increase over the number of entries included in the second edition, published in 1970. In addition to including standard information about each collection, such as the name and address of the institution, the person in charge, the size and growth of the collection, and major subject and area specializations, the directory also includes the date the map library was established, number of professional and non-professional staff employed in the map library (both full and part-time), chronological emphasis of the materials in the collections, the classification system used, percentage of the collection under catalog control, hours of service, seating capacity of the reading room, and number of readers served per month. This is the first edition of the directory *Map Collections in the United States and Canada* to include data about cataloging, classification, and reader services. Copies of the new directory may be purchased for $19.75 from SLA, 235 Park Ave. South, New York, N.Y. 10003.

Vittorfranco S. Pisano, a senior legal specialist in the European Law Division, delivered lectures on "Terrorism in Italy" and "The Restructured Italian Intelligence and Security Services" to the 152nd Mobilization Designation Detachment in the Army Operations Center of the Pentagon on June 2 and July 20, respectively. He is also the author of a background study on "Terrorism in Italy," published in March by the Heritage Foundation of Washington, D.C.

Frank Kurt Cylke, director, National Library Service for the Blind and Physically Handicapped addressed the 1978 convention of the American Council of the Blind on Wednesday, July 26, in Salt Lake City, Utah. Speaking to the topic "Libraries of the Future: Standards and Innovations," Mr. Cylke emphasized the importance of the standards currently being developed by the American Library Association on the quality of service provided by libraries serving blind and physically handicapped individuals. He also informed the 1,000-member audience of recent developments in paperless braille and projected the phase-out of paper braille within 15 years. A spirited 30-minute question-and-answer session followed the formal presentation.

The recently printed *Performance Rights in Sound Recordings* (the report of the Register of Copyrights, prepared in response to the mandate contained in Section 114(d) of the new copyright law) incorporates the work of several Copyright Office staff members. The quality of their contributions earned the praise of the Honorable Robert W. Kastenmeier, chairman of the Subcommittee on Courts, Civil Liberties, and the Administration of Justice of the House Committee on the Judiciary. In his foreword to the report, Mr. Kastenmeier complimented the Register and the staff of the Copyright Office for their "organizational talent, scholarship, and spirit of public service at the highest level." He concluded

with the comment: "As always in the past, the United States Copyright Office has demonstrated the highest standards of professionalism in government service." The study is divided into two parts, a "Domestic Report" and an "International Report." Register of Copyrights **Barbara Ringer** wrote the summary for the first. **Harriet L. Oler**, senior attorney-adviser in the Office of the General Counsel, composed the legal analysis of the "Domestic Report" and coordinated the entire study. **Richard J. Katz**, formerly an attorney-adviser in the Office of the General Counsel, was the author of sections in the "Domestic Report" on "Aural Works: Operation of the 1976 Copyright Act on Works Consisting of Sounds"; "Legislative History"; and "Copyright Office Hearings and Public Comments: Analysis." The "Economic Impact Analysis" was written by Stephen M. Werner, for the Washington, D.C., economic consulting firm of Ruttenberg, Friedman, Kilgallon, Gutchess & Associates. Harriet Oler wrote the section on "Performance Rights in Foreign Countries," with research assistance by **Charlotte N. Bostick**, attorney in the Performing Arts Section, Examining Division. They collected information during the summer of 1977 from copyright officials in several European countries. **Patrice A. Lyons**, attorney-adviser in the Office of the General Counsel, is the author of the Rome Convention section.

ANNOUNCEMENTS

The **Scholars Committee** will hold its next colloquium on Tuesday, September 26, at 2:30 p.m. in the Wilson Room. Edward Hodnett, formerly with Columbia University as an editor, administrator, and professor, and for several years a freelance writer and researcher, will discuss "English Book Illustrations: A Critical Account of the Chief Illustrators and Illustrated Books of the Past Five Centuries." Peter VanWingen of the Library's Rare Book and Special Collections Division, will talk on "Research Uses of Typographical Evidence." All interested persons are invited to attend.

Maureen Cocimano, an accounts maintenance clerk in the Fiscal Control Section, Acquisitions and Processing Division, was married to **Monte Montgomery** on June 3 at the St. Ignatius Church in Oxon Hill, Md. The couple presently live in Edgewater, Md., but plan to move to San Antonio, Tex., where Mr. Montgomery will be attending St. Mary's School of Law in the fall.

Denise and Rickie Agee are the parents of a baby boy, Rickie Jr., born on June 23 at the Columbia Hospital for Women in Washington, D.C. The mother is a computer operator for the Bill Digest, American Law Division, and the father a copyright technician in the Visual Arts Section, Examining Division.

LIBRARY OF CONGRESS PUBLICATIONS

Digest of Public General Bills and Resolutions. 95th Congress, 2nd Session. Supplement No. 1 to First Issue. For sale by the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402, for $6.50. The subscription price is $75 per session of Congress, domestic, or $93.75, foreign (LC 14.6:95-2/1/Supp.).

Islam in Sub-Saharan Africa: A Partially Annotated Guide. 1978. (318 p.) For sale for $8.50 from the Superintendent of Documents (Stock No. 030-001-00068-1).

Letters from a Distinguished American: Twelve Essays by John Adams on American Foreign Policy, 1780, 1978. (xx, 66 p.) For sale by the Superintendent of Documents for $3.75 (Stock No. 030-000-00095-1).

Monthly Checklist of State Publications. Vol. 69, No. 7. July 1978. (pp. 615-695) For sale by the Superintendent of Documents for $1.50 for single monthly issues, except June and December for $2.45, or $21.90 per year, domestic, and $27.40, foreign; the index sells for $2.10 (LC 30.9:69/7).

APPENDIX I

REPORTS ON THE 69TH ANNUAL CONFERENCE OF THE SPECIAL LIBRARIES ASSOCIATION
Kansas City, Mo., June 10-15, 1978

BOARD OF DIRECTORS/DIVISION OFFICERS

The board of the Special Libraries Association met on June 9 and 10. Matters under discussion were the SLA Continuing Education Program, Copyright, ERA, and decisions made by the association office Operations Committee. The association is growing rapidly, with new chapters and divisions added annually.

SLA Division officers met at the H. Roe Bartle Building, Kansas City Convention Center, with Renata V. Shaw, Division Cabinet chairman, on Sunday, June 11. The purpose of the meeting was to acquaint incoming officers of the association with their new duties.

RECEPTION/BREAKFAST

The conference-wide reception in the exhibits area was well attended and gave participants an opportunity to discuss mutual interests with exhibitors. For the first time a vacuum cleaner salesman had joined the ranks of the booksellers and computer specialists. On Monday morning, Standard & Poor was host at breakfast for the Business and Finance Division in order to promote their publications. Speakers demonstrated search strategies using the publisher's tools.

GENERAL SESSION

The first general session was devoted to "Preparing for Change." John G. Keane of Managing Change, Inc., Barrington, Ill., spoke about "Issues and Ideas for Managing Change." The speaker first outlined some of the causes of change in Americans' lives: inflation, computer technology, sex role reversal, deterioration of the work ethic, information implosion, and the new organizational role of top management. He then advised his audience to accept change, to understand and to reflect top management's programs and concerns, and to emphasize intelligence over information. He encouraged librarians to practice professional self-renewal, to market their skills, and to let management know about their accomplishments. The speaker ended on the hopeful note: Librarians will be in great demand in the future.

The second speaker, George L. Shapiro, University of Minnesota, spoke about "The Role of Communication in Effective Management." He startled his audience by explaining that the generation gap today consists of three years. In order to be able to survive in this environment of very rapid change, an organization has to question the use of its human resources. It is hard for the individual to feel competent; he must rely on support and coaching from his peers.

PUBLISHING DIVISION

The Publishing Division held its Dutch-treat lunch and business meeting with George Barlow of McGraw-Hill presiding. This division is interested in working with prison libraries. Members also discussed possible programs in preparation for the Honolulu Conference in 1979.

PHYSICS-ASTRONOMY-MATHEMATICS DIVISION

Thomas J. Reich of Elsevier's Science Division addressed this SLA division on Tuesday, June 13. His talk was entitled "Improvement in Collaboration between the Research Library and the Scientific Publisher." Because scientific monograph publishing is too slow, journals are preferred as conveyors of primary scientific research. The speaker foresaw the following means of communication in the near future: more microforms, electronic journals (journals on tape), audiovisual presentations, synoptic journals, and bulletins of only eight pages not intended for archival purposes. These bulletins are not refereed by outsiders; the articles are short, informal, and concise.

The speaker then outlined the market research undertaken by his publishing firm before launching five new information bulletins intended for different audiences. The target groups are information policy makers, science research administrators, scholarly publishers, research libraries, and individual scientists. The bulletins are to be called *Outlook* and will aim at filling a very specific need of a chosen audience. The presentation was followed by a lively discussion during which the librarians emphasized the necessity of journal indexes and the desirability of having these indexes clearly noted in every journal to facilitate the use of these research tools. The librarians also explained that abstracting information should be

mentioned on all promotion pieces as this increases the usability of the journal.

DIVISION CABINET

The cabinet met on June 13 with Renata V. Shaw presiding. There are at present 27 subject divisions and two provisional divisions–Telecommunications/Communications and Environmental Information Provisional. In order to strengthen the present divisions and have these focus on the interests of the members, all the divisions have been working on scope notes in order to eliminate unnecessary overlapping of programs and projects.

A Joint Cabinet Archives Study Committee has worked on identifying the location of division archives in order to have these weeded and organized for future use.

BUSINESS MEETING

The SLA Annual Business Meeting convened on June 14 with Shirley Echelman, president of the Special Libraries Association, presiding. The meeting was longer than usual because members devoted considerable time to the discussion of ERA and the choice of future conference sites. The final motion which carried after lengthy debate and amendments, reads:

Be it resolved that Special Libraries Association supports the Equal Rights Amendment in principle; and Be it further resolved that Special Libraries Association urges its members of Chapters located in States where the Equal Rights Amendment has not been ratified to contact their State legislators recommending ratification of the Equal Rights Amendment and that the Association also send, in writing, notice of the Special Libraries Association support of ERA passage to legislators in States which have not passed that Equal Rights Amendment.

The theme of the conference "Managing for Change" seemed particularly appropriate for Library of Congress participants who returned home with many new ideas generated at the meetings.

[*Renata V. Shaw* is author of all of the reports above.]

PICTURE DIVISION

Picture Division activities began on Sunday, June 11, with an Executive Board meeting. The first program on Monday, June 12, was a panel workshop on the subject of most interest to Picture Division members who responded to a 1976 questionnaire: "The Cataloging and Retrieval of Picture Collections." The moderator was George Hobart, curator of documentary photography, Prints and Photographs Division, Library of Congress, and the panelists were William J. Dane, supervisory librarian of the Art and Music Department of the Newark (N.J.) Public Library; John Kelly, archivist of Historical Pictures Services, Inc., Chicago, Ill.; and Elisabeth Betz, picture cataloging specialist, Prints and Photographs Division, Library of Congress. Fifty workshop participants engaged in a very lively and productive discussion. The panel workshop was followed immediately by the division's annual business meeting.

Twenty-six division members took a seven-hour field trip on Tuesday, June 13, to the William Rockhill Nelson Gallery of Art and Mary Atkins Museum of Fine Arts, followed by a tour of the Special Collections Libraries of the University of Missouri at Kansas City, and topped off by a fascinating hour at the Creative Services Division of Hallmark Cards.

On Wednesday, June 14, the Picture, Publishing, Newspaper, and Advertising and Marketing Divisions jointly sponsored a three-hour panel on "Law and the Visual Arts." The panel was composed of Arthur H. Seidel, a corporation lawyer who specializes in visual arts copyright cases; Bernard Dietz, the Library of Congress Copyright Office expert in this specialized field; and Harold G. Buell, who handles picture permissions problems for the Associated Press, and was moderated by Helen Faye, manager of college art editing at Harcourt Brace Jovanovich. The discussion, attended by over 100 persons, covered such areas as a comparison between the old and new copyright laws, definitions of fair use and public domain, and the responsibilities of picture libraries toward both users and copyright owners.

The Museums, Arts and Humanities Division joined with the Picture Division on Thursday, June 15, for a field trip to the Harry S. Truman Library and Museum. An interesting program was presented, including a tour of its picture and presidential papers collections. [*George Hobart*]

GEOGRAPHY AND MAP DIVISION

This division of the Special Libraries Association attracted some 60 members as participants in numerous professional meetings, social activities, and field trips during the five-day conference.

Division activities opened with the gaveling by Chairman Jeremiah B. Post of the annual business meeting Monday morning, June 12. Those attending from the Library of Congress included Minnie A. Modelski, David K. Carrington, John R. Schroeder,

Andrew M. Modelski, and Richard W. Stephenson. Honors Committee Chairman Lewis A. Armstrong presented the Bill M. Woods Award to Charles A. Seavey, documents and maps librarian, Northern Iowa University, for the best article appearing in the division *Bulletin* during the past year. The 1978 Honors Award was presented to Mary Galneder, who was cited for her high level of professionalism and many outstanding contributions to the field of map librarianship during the past decade. Publications Committee Chairman Richard W. Stephenson announced the long-awaited appearance of the third edition of *Map Collections in the United States and Canada.* Officers elected for the coming year were Helen Jane Armstrong, University of Florida, chair, and David K. Carrington, Geography and Map Division, Library of Congress, secretary-treasurer.

In the afternoon division members were treated to a field trip concentrating on the urban geography of Kansas City, including visits to historic preservation sites, an unusual underground international freight and commodities storage area, and the famous Crown Center and Country Club Plaza urban renewal projects.

On Tuesday, June 13, Brian Phillips, Simon Frazer University, opened the first of two divisional professional paper sessions. Among those addressing the participants was Andrew M. Modelski, staff bibliographer, Geography and Map Division, Library of Congress, who recounted the development of the Library's invaluable and unique reference tool, the *Bibliography of Cartography.*

At lunch, Thomas R. Smith, professor, Department of Geography, University of Kansas, delighted the capacity audience with his personal assessment of the interaction of the bookman and researcher as partners in discovery.

Tuesday afternoon division members gathered for a panel discussion entitled "Automated Map Cataloging with OCLC." Panelists included David A. Cobb, University of Illinois, and John R. Schroeder, Cataloging Unit, Technical Services Section, Geography and Map Division, Library of Congress. Following brief presentations by the panelists, a lively discussion ensued centered chiefly around the experiences, comments, observations, and criticisms of those in the audience.

On Wednesday afternoon, Mary Galneder, University of Wisconsin, chaired the second session of division professional papers. Among the speakers was Richard W. Stephenson, head, Reference and Bibliography Section, Geography and Map Division, Library of Congress. Mr. Stephenson presented an interesting paper, illustrated with many slides, on the maps of the American Civil War.

On Thursday, June 15, division members participated in an all-day field trip to the University of Kansas at Lawrence. Beginning with a welcome by M. Jim Ranz, dean of the University of Kansas Libraries, and presentations by Mr. Smith, Ann Hagedorn, and Lewis Armstrong, University of Kansas map librarian, members were then escorted on a very detailed tour of the library facilities and its many collections. A Dutch-treat lunch followed in the Student Union. Joe R. Eagleman of the Department of Geography addressed those assembled on the subject of "Thunderstorms and Tornadoes" accompanied by some truly remarkable slides. Returning to the lecture hall of the university's Geography Department, division members listened to addresses by James Shortridge on the perils and delights of being in Kansas and a Kansan, the internationally known geographer A. W. Kuchler, who clarified for all precisely what was and what was not a vegetation map, and finally, George F. McCleary, Jr., who discussed map perception, mental maps, and the geographer. [*David K. Carrington*]

DOCUMENTATION/MILITARY LIBRARIANS DIVISIONS

These divisions cosponsored a panel moderated by Toni Carbon Bearman on "Subject Access: New Developments and Projects" on July 12. The first panelist was Pauline Atherton of Syracuse University, who described the Subject Access Project (SAP) at Syracuse University which was designed to provide access to material in books at a moderate cost through using chapter headings for subject descriptors. An average of 10 minutes per book was required to index the 2,000 books in humanities and the social sciences selected for the project. Less than half of the 2,000 books had subject indexes. The file was on-line through SDC until the end of June.

The next panelist was Constance Carter from the Library of Congress, who reported on developments there in subject access. She described subject access to six files available to the public at the Library through SCORPIO (Subject-Content-Oriented Retriever for Processing Information On-Line). The six files are the Library of Congress Computerized Catalog (books cataloged from 1969 forward), the Bill Digest file for the 95th, 94th, and 93d Congresses, the bibliographic citation file, and the National Referral Center Resources file. The bibliographic citation file is the only in-house file to have its controlled vocabulary accessible on-line. A new SCORPIO

development is text retrieval for the Bill Digest file for the 94th and 95th Congresses. Undergoing testing is a new search system for MARC records. The Component Word Index system can search for words in titles, descriptors, and corporate entries.

Gregory Payne of Data Courier and Elizabeth Bole Eddison of Warner-Eddison Associates jointly described the development of a vocabulary system for ABI/Inform, an on-line file providing coverage of business management and administration topics. Using an auto-indexing software program, an average of 14 descriptors per record were assigned to the 1971-1977 back file. The vocabulary developed for ABI/Inform by Warner-Eddison Associates is available on-line through Lockheed or SDC. [*Shirley Loo*]

CONTRIBUTED PAPERS SESSION IV

Lenore S. Maruyama of the Network Development Office, Library of Congress, presented a paper at the June 14 session on "Networking and Change." Her paper was entitled "Special Libraries and Nationwide Network." Vern M. Pings of Wayne State University presented a paper on "Management Conflict in Network Development." Moderator for the program was James Minges of the Northwest Missouri Library Network. [*Lenore S. Maruyama*]

APPENDIX II

CONTINUING REPORTS ON THE ANNUAL CONFERENCE OF THE AMERICAN LIBRARY ASSOCIATION Chicago, Ill., June 24-30, 1978

RESOURCES AND TECHNICAL SERVICES DIVISION

PRESERVATION OF LIBRARY MATERIALS COMMITTEE

The committee's program, presented on the afternoon of June 28, was chaired by Gay Walker, Yale University, and addressed problems encountered in managing a large-scale binding program. "Library Binding: A Look Between the Covers," opened with a talk by Frazer Poole, formerly the Library of Congress preservation officer, who spelled out the importance of a good library binding program and what librarians can and cannot expect of commercial library binders. Prefacing his specific points, Mr. Poole pointed out that while good binding is only one aspect of a library preservation program, it is a very important part of such a program in light of the fact that binding is a relatively inexpensive form of preservation. Years ago, when the cost of an average volume was running at about $5, the decision to put this publication in a $4-to-$5 hard-cover binding was major. Today, when some categories of research materials are averaging $20 per volume, the relatively reasonable cost of hard-cover bindings becomes a sound and economical preservation decision, assuming that the volumes have permanent research value.

Mr. Poole made the following points concerning librarian-library bindery relationships. Librarians should prepare careful specifications and library binders should follow these specifications. Any large library should develop solid specifications. Such specifications protect both the library binder and the library. Binders should normally follow library specifications, but not blindly. In many cases, the binder may have developed a new and better process. Binders should honor the turn-around time agreement, unless an act of God has delayed the delivery of the materials. Library binders should offer a variety of binding styles and should make the library aware of these possibilities. Library binders are obligated to be aware of new materials and new techniques. Librarians should have expert personal visits each year from the bindery's technical salesman. Mistakes on the part of the library binder should be less than two percent. One way to hold down these mistakes is preparation of typewritten binding slips by the library, because handwritten records are easily misread. If libraries are to obtain maximum benefits from the library binder holding their contract, they should conscientiously monitor the contract for workmanship. Mr. Poole concluded that the contract

is a two-way street and that both parties must be aware of their obligations and their responsibilities.

Next on the agenda was Stephen Roberts, owner of a library bindery and current chair of the Library Binding Institute, who addressed the topic, "What the Library Binder Expects of the Librarian." Mr. Roberts made the point that both librarians and library binders have fiscal expectations. He went on to state that the cost of library binding has not increased as much as other products—the current profit margin being 2.3 percent. For this reason, libraries should pay bills promptly, because many binders are dependent upon loans at 10 percent interest rates. Mr. Roberts pointed out that the library binder needs an even flow of work and that it is unwise for librarians to send all their serials for binding at one time during the year. He related that 60 percent of all commercial library binding work is received between May-September and that the rest of the year is a slack period for commercial binders. This slack season may provide some opportunities for discounts. He advised librarians responsible for preparing materials for binding to follow the following guidelines: (1) materials should be packed in boxes and labeled carefully; (2) different types of materials should be separated—for example, serials should be separated from monographs; (3) all serial materials should be tied in bundles which have been carefully collated, unless other arrangements have been made with the binder; and (4) all volumes of the same title should be in the same box, if possible. If this is not possible, (5) volumes of the same title, in two or more boxes, should be carefully noted; (6) library binders greatly appreciate complete volumes and all materials available for a volume should be sent at the time of binding; and, (7) in advance of carrying out the contract, librarians should discuss their needs with the library binders.

Among other points, Mr. Roberts stressed that librarians should issue instructions as to the proper treatment of missing issues—what should the binder do?

The program concluded with a talk and slide presentation by Werner Rebsamen, in charge of the Library Binding Institute Laboratory at the Rochester Institute of Technology at Rochester, New York. Mr. Rebsamen discussed the Library Binding Institut's program of testing and monitoring commercial binding. The laboratory will test bound materials to determine whether or not they comply with the binding contract. The slide presentation illustrated the activities of the laboratory and the services available. The program concluded with a Library Binding Institute film entitled, "Binding the Past for the Future."

This was an interesting "nuts and bolts" session on commercial library binding with emphasis on the need for clear and specific communication between librarians and library binders. [*Norman J. Shaffer*]

REPRODUCTION OF LIBRARY MATERIALS SECTION EXECUTIVE COMMITTEE

The committee met twice, the first session taking place on the evening of Saturday, June 24, and the second on the afternoon of Tuesday, June 27. Chairman Norman J. Shaffer, Library of Congress, presided over both meetings and reported at the first meeting on recent developments of interest to the section.

Mr. Shaffer called the group's attention to two documents just released by the Association of American Publishers, which are interpretations of the new copyright law. *Photocopying by Academic, Public and Non Profit Research Libraries* and *Photocopying by Corporate Libraries* are available from the Association of American Publishers, 1707 L St., N.W., Suite 480, Washington, D.C. 20036.

In March of 1977, a University of Wisconsin graduate student called to the section's attention that the possibility of recycling computer-output-microfilm should be investigated. The chairman learned of and obtained a copy of a publication issued by Her Majesty's Stationery Office entitled *Disposal of Waste Microfilm and Chemicals.* The report summarizes the results of a survey covering 16 governmental and private producers of microforms. One conclusion of the report is that silver is the only product which can financially justify a recovery and recycling effort. The report indicates that using the electrolytic method will result in a 99 percent recovery of silver from the fixing baths. The report addresses the possibility of recovering waste film base specifically: "Film base constitutes the major bulk of microfilm. However, the relatively small size films allow few potential outlets. No film manufacturer at the present time finds it economical to attempt re-use."

Mr. Shaffer reported that an omnibus review of the RLMS Micro-File series appeared in the Spring issue of *Reprographic Quarterly* (pp. 5-6). He thanked Joseph Nitecki, Temple University, for his good work in chairing the RLMS Publication Committee, which has produced five volumes to date in this series (details on this series can be obtained from the Photoduplication Service, Library of Congress).

Mr. Nitecki next reported that the seventh edition of the *Directory of Library Reprographic Services: A World Guide* will be available within the next few

weeks. This edition will contain 591 entries, which doubles the entries contained in the sixth edition. The directory provides information on the copying and duplicating facilities in the world's libraries. It is available from Microform Review, Inc., P.O. Box 405, Saugatuck Station, Westport, Conn. 06880.

At the second meeting, Jeffrey Heynen, Congressional Information Service, reported that the RLMS Standards Committee had approached the National Micrographics Association (NMA) concerning the inclusion of librarians in that organization's standards work. NMA has requested a list of names and specific areas of interest. The Standards Committee will seek funding sources for librarians engaged in this work. Mr. Heynen stated that two new standards are under development—(1) identification information on microfilm containers and (2) information on microfilm leaders and trailers.

Francis Spreitzer, University of Southern California, indicated that the Resources Section Micropublishing Committee prepared and sent a resolution to that section's Executive Committee expressing concern regarding the provisions in AACR II for the cataloging of microforms.

Charles LaHood, Library of Congress, reported that the ad hoc Committee on the ALA Photoduplication Order Form has completed its work and has consulted with library suppliers concerning adaptations of the forms printed before the revision. The same conventions are being followed on the photoduplication order form as are being followed on the interlibrary loan form. Its work completed, the ad hoc committee was unanimously voted out of existence.

Mr. LaHood next reported on American National Standards Institute PH5 Committee work and on International Standards Organization (ISO) activities. He reported that ISO has given preliminary approval of raising the status of Technical Committee 46 to a full committee of ISO. This committee, which works on standards dealing with documentary reproduction, is divided into Working Groups which are now working on standards for computer-output-microfilm, engineering drawings documents, the microfilming of newspapers, the preparation of documents for microfilming, a glossary, and microfilm readers.

Mary Lou Lucy, Columbia University, reported that the Interlibrary Loan Committee is giving serious thought to the revision of the interlibrary loan code, which is now 10 years old. A major area of change urged by certain institutions is lifting the prohibition on the lending of genealogical materials. She also reported that fewer than a dozen libraries are now charging for interlibrary loan services.

Mr. LaHood called the group's attention to the retirement of Cosby Brinkley from the University of Chicago Library. Mr. LaHood went on to relate that Mr. Brinkley was the first editor of the *Directory of Institutional Photocopying Services* and performed the collection and editing chores for over 10 years. He is truly a pioneer in the field and has contributed greatly to the areas of interest to RLMS.

[*Norman J. Shaffer*]

RESOURCES SECTION MICROPUBLISHING COMMITTEE/RLMS STANDARDS COMMITTEE

Francis Spreitzer chaired the joint meeting of these two committees on June 26. He announced that Lawrence Robinson, Library of Congress, would serve as Standards Committee chairman beginning in July, and that John Webb would serve as chairman of the Resources Section Micropublishing Committee.

Mr. Spreitzer, who also serves as chairman of the Z39 Microfiche Header Committee, reported that the recent ballot on the draft Header Standard resulted in 27 affirmative votes, and only one vote in the negative.

Carl Spaulding, Council on Library Resources, offered his latest thoughts on the question of diazo/vesicular versus silver halide microforms in libraries. After reviewing the cost savings to the library community by subscribing to the lower priced diazo/vesicular films, Mr. Spaulding recommended that the libraries work with the micropublishers to develop specifications to which the diazo/vesicular films could comply.

An important part of the proposal entails the willingness on the part of the micropublishers to deposit a permanent microform copy in a central depository. The essential fact for archival retention of resource material is that at one location there would be located a truly durable microform copy which could be reproduced at some future time as need arose.

While all present were not in agreement with the entire proposal, there was support for the idea of the centralized repository. Some felt that more study of the question was needed, and that, in fact, all facets of the proposal needed further study.

The committees approved a resolution opposing the proposed AACR 2 rule on the cataloging of microform reproductions of previously published works by associating the microform imprint with the title and relegating the imprint and other bibliographic data of the original publication to a note.

[*Charles G. LaHood*]

RS BOOKDEALER-LIBRARY RELATIONS COMMITTEE

The June 28 meeting of this committee of the Resources Section was chaired by Edna Laughrey, who introduced the incoming chair, Sue Harrison. The committee continued discussion initiated at previous meetings concerning prepayment problems associated with a particular publisher. A list of this publisher's known imprints was circulated and can be obtained from the chair of this committee.

ANSI Z39 proposals currently out for vote include the creation of a standard single-title order form and standard identification codes for both libraries and vendors. Standards on publishing statistics (Z39.9) are now available from the American National Standards Institute (ANSI).

The Book Industry Study Group (BISG) is now offering a special $50 membership for not-for-profit libraries. Further information can be obtained from BISG, Inc., P.O. Box 1174, Darien, Conn. 06820.

Committee members were asked to suggest ideas for new projects to be undertaken by the group. The committee will work with the newly formed Booksellers' Discussion Group in preparing a list of standard definitions of publishers' reporting terminology. Those with ideas for other projects should contact Sue Harrison.

William Gosling reported that the Association of American Publishers/Resources and Technical Services Division (AAP/RTSD) program on automated acquisitions was well-attended and successful (see the LC *Information Bulletin* for July 28, pp. 446-448). Unfortunately, the afternoon session was not recorded, as had been planned. Sue Harrison will look into possible means of publishing the papers from this program.

The remaining hour was spent on discussion of the acquisitions preconference planned for the 1980 Annual Conference, sponsored by AAP/RTSD and the Resources Section. Edna Laughrey and Lucille Gordon of McGraw-Hill are responsible for planning. The preconference is tentatively planned to last two-and-one-half days and possibly will be held on a campus in the New York City area. The format will include major speeches with panels of reactors, discussion groups to react to speeches, and concurrent discussion groups on various smaller topics of specific interest. Suggestions, ideas, and comments should be addressed to Edna Laughrey or Lucille Gordon.

[*Judy C. McDermott*]

CATALOGING AND CLASSIFICATION SECTION CATALOGING NORMS DISCUSSION GROUP

Mina H. Daniels, Southern Illinois University at Carbondale, convened the CCS discussion group on Tuesday afternoon, June 27. She explained that the topic to which the session would be devoted concerned cataloging quality, indicating that Helen Hughes, User Services Division, OCLC, Inc., and John Byrum, Descriptive Cataloging Division, Library of Congress, would serve to facilitate discussion.

Helen Hughes began by describing the means by which OCLC, Inc. endeavors to control the sufficiency of the bibliographic records which comprise its large on-line machine-readable data base. She stated that participants' error reports are handled on a priority basis, usually being processed within two weeks of receipt, with reports related to Library of Congress cataloging forwarded to the Library for response. She noted that updates, on the other hand, require a substantially longer time to be dealt with. The standards which OCLC, Inc. has adopted are the *Anglo-American Cataloging Rules*, as amended (including revised chapter 6) and as applied by the Library of Congress. To encourage contributing libraries to supply cataloging which meets these standards, OCLC, Inc. has established an Inter-network Quality Control Council. She described the activities of this unit and then mentioned the enchanced techniques under development which would enable an authorized agency to upgrade the records submitted by another agency.

John Byrum described the system established at the Library of Congress for the evaluation of descriptive cataloging which is produced by the staff of the Descriptive Cataloging and Shared Cataloging Divisions, the two cataloging sections of the Serial Record Division, and the Technical Services Section of the Geography and Map Division. He reported that the current procedures were introduced in September 1975 as an outcome of several years' work by committees which included both catalogers and supervisors. According to these procedures, formal evaluations are made every six months for descriptive catalogers (GS-9s and GS-11s) and once a year for senior descriptive catalogers (GS-12s); however, they may occur more frequently, particularly if the employee's performance seems marginal or if it appears that a promotion is warranted, since formal evaluations are needed to substantiate such judgments. At the time of formal evaluation, an in-depth study is made of the cataloger's work; normally, 50 titles are selected from which a random sample is then made. Mr. Byrum

elaborated on the details of this process. He expressed the view that the system seems to have been accepted as an advance over previous appraisal practices, although many changes intended to improve it have been suggested. He concluded by reporting that the Director for Cataloging (Processing Services) and the Library of Congress Professional Guild (AFSCME Local 2910) had both expressed interest in achieving more satisfactory evaluation procedures.

A lively question-and-answer period followed these presentations. Toward the end of the session, those present elected Christina Landran, Georgia State University Library, to serve as vice president, president-elect of the discussion group and considered possible topics for future agendas. [*John Byrum*]

CCS EXECUTIVE COMMITTEE

This committee of the Cataloging Classification Section, chaired by Elizabeth Tate, met three times during the annual conference. Much time was spent on discussion of the responsibility for future catalog code revision. After the decision by the RTSD Board of Directors that the CCS Descriptive Cataloging Committee (DCC) should be responsible for future code revisions after the second edition of the *Anglo-American Cataloguing Rules* is published, a draft revised function statement was discussed and will be put in final form before the Midwinter Meeting.

The Guidelines for the Subject Analysis of AV Materials, prepared by the Subject Analysis Committee's (SAC) Ad Hoc Subcommittee on Subject Analysis of Audiovisual Materials, was adopted with minor changes and returned to the committee for appropriate dissemination. After lengthy discussion about the organizational alternatives possible for dealing with cataloging problems related to area studies (discussion groups, subcommittees of SAC and DCC, full committee status in CCS, or location outside RTSD), it was decided to set up another committee in CCS for the descriptive and subject cataloging concerns relating to Africa and Asia. Reports were heard from representatives of the various CCS committee chairs. Two CCS programs will be held at the next Annual Conference, one sponsored by the Cataloging of Children's Materials Committee and one by the Subject Analysis Committee. [*Mary K. D. Pietris*]

CCS SUBJECT ANALYSIS COMMITTEE

The Subject Analysis Committee (SAC) chaired by Doris Clack met twice during the Annual Conference. Major items of business included the following. Mr. Sullivan from the H. W. Wilson Co. gave a brief presentation on the *Sears List of Subject Headings*. Barbara Westby, the editor of Sears, will be invited to attend future meetings of SAC as liaison. The suggestion that natural rather than inverted word order be preferred in constructing subject headings will be referred to the Reference and Adult Services Division's Catalog Use Committee for comment.

Carol Mandel and Karen Muller, representing the Research Libraries Group and Arlis/North America, presented information on the problems of subject headings for proper names other than persons, places, and corporate bodies—which are of special concern in art and architecture. The complexity of the problems suggested that a subcommittee should be established to review the situation and make recommendations.

Mary K. D. Pietris spoke briefly on current developments at the Library of Congress, announcing the publication of a new edition of PN, PR, PS, PZ, and the anticipated publication of a new edition of Class M. In regard to subject heading changes in 1980, she said that over 1,000 suggestions had been received from more than 80 libraries and that work had not yet begun to analyze the suggestions or to determine priorities for change, but that change was likely to be limited. She also announced that work was progressing on the development of classification for law of Germany, Latin America, and France.

Program possibilities for the 1979 Annual Conference were discussed, with a program on the differing subject needs of different types of libraries meeting with general approval. Arline Zuckerman, chair of the Ad Hoc Subcommittee on Subject Analysis of African and Asian Materials, presented the subcommittee's final report. Discussion of the recommendations was postponed until the next Midwinter Meeting so that committee members could review the report, but Mrs. Zuckerman was congratulated on her work. There was much discussion of the need for dealing with the concerns of area studies catalogers. Presentations were made on the special subject needs relating to Latin American and Slavic materials. While these could both be handled by SAC subcommittees, the problems of African and Asian materials concerned descriptive as well as subject cataloging. [The CCS Executive Committee decided to create a separate committee to deal with cataloging problems related to African and Asian materials (see preceding report).] [*Mary K. D. Pietris*]

SAC SUBCOMMITTEE ON RACISM AND SEXISM IN SUBJECT ANALYSIS

This subcommittee's meetings on Monday, June 26,

and Wednesday, June 28, were devoted primarily to evaluation of its present and future status and activities and detailed reports and discussion on the four projects formulated at sessions at the preceding Midwinter Meeting.

Project 1, developed and conducted by Jessica Harris and Doris Clack, is an evaluation by library school students of subject headings and class numbers applied to materials dealing with groups generally of concern to the Equal Employment Opportunity Commission. Titles were selected from published bibliographies, treatment was checked in OCLC or other networks, and LC and Dewey class numbers and LC and Sears subject headings were recorded and analyzed according to the following criteria: accuracy of treatment for the work; use of perjorative terms in subject headings; adequate access to the material by the intended user; specificity of single subject headings versus doubled-up headings.

While there was considerable discussion on the specific headings and numbers found objectionable by the student researchers, the subcommittee recommended that an effort be made to develop basic principles, incorporating those developed by Joan Marshall in her *On Equal Terms,* rather than propose isolated and specific changes (except for a recommendation to the Library of Congress to develop the E184 class area) and to publish these principles in *LRTS,* documented with specifics from the student papers.

Project 2, under Joan Marshall's guidance, deals with native American subject headings. The first part of this project is the ongoing compilation of an extensive listing of native American groups. When finished, the subject headings for native American topics developed by the Library of Congress, Hennepin County, and others will be circulated for comments. It was further recommended that an effort be made to seek out native American librarians to work on this project. The ultimate objective is to develop subject headings for native American groups that are based on authenticity claimed by the groups themselves, information from group member experts, and existing group literature.

Project 3 is the compilation of a bibliography of papers and research dealing with black subject headings and class numbers, but the subcommittee felt it should be reworked with annotations and suggested that research which examines "testing terminology" for sexism and racism also be included.

In Project 4, a bibliography of Materials on Terminology as It Relates to Women, with 20 items, was submitted, and again the subcommittee decided this should be reworked to include annotations.

Additional areas discussed and recommendations included the following.

What can the subcommittee do to provide better liaison and service to those libraries unable to use Library of Congress subject headings? The only substantive recommendation offered was to investigate even closer work with the Sears list so that libraries can begin their catalogs with Sears headings and work up to LC headings.

The subcommittee decided to try to complete work on publication of the student research done on Project 1 by the next Midwinter Meeting.

It agreed to ask Joan Marshall to continue building her list of native American groups.

The subcommittee's recommendation was to continue work on the two bibliographies in progress and to annotate all entries.

The subcommittee would like permission to sponsor or cosponsor a program during the 1979 ALA Annual Conference on the topic "Universal Subject Control." Such a program should explore the different subject heading needs by libraries of different sizes, interests, and so on, and the difficulty of arriving at a uniform system that can meet the needs of all. [*Ruth Rappaport*]

SERIALS SECTION COMMITTEE TO STUDY SERIAL RECORDS

After a brief delay, the committee was convened on Saturday afternoon, June 24, by the chair, LeRoy Ortopan. The meeting was devoted to a report and discussion on the results of the survey on serials record-keeping that was sent out to serials librarians as the result of committee discussions at the last Midwinter Meeting.

Mr. Ortopan sent out a total of 856 questionnaires, which represented the entire institutional membership of RTSD as of a certain date. The University of California absorbed the cost of reproduction and mailing. By June 22, 143 responses had been received—a 16.5 percent return rate—despite the fact that the survey letter had been designed for response right on the form.

Chair-elect Benita Weber reported on her tabulation of survey responses. The nature of the questionnaire made it difficult to tabulate since questions were open ended and most were answered in essay form. Answers varied widely; some institutions answered questions in great detail, where others were brief or more vague.

The majority of the responses were from academic libraries, where record-keeping and the questions of whether and what to automate seem to be a greater issue than in the other types of libraries that responded. Because it was not possible to codify and give quantitative analysis to the responses, it was decided not to publish a report of the survey at this time; however, a general description of some of the information obtained from the survey follows.

The majority of academic libraries keep records for check-in, acquisition (ordering and payment functions), cataloging, and binding, and approximately half responded that some portion of their records were in machine-readable form. Public and other types of libraries responding indicated that their records were maintained in a more limited fashion, and the majority of these libraries have no machine-readable records.

Of those libraries that did have some type of automation, nearly all described one or more products that are generated from their automated files.

The majority of academic libraries reported keeping records of a statistical nature, whereas public libraries did not. Both the relevant questions and responses were too vague, however, to identify adequately the nature or methods employed for these records.

About half of the larger research libraries reported that their current methods of record-keeping were sufficient, whereas practically all the smaller libraries said that their methods were currently sufficient. Both academic and public libraries indicated a desire to automate or improve claiming procedures, and indicated an interest in providing indexing information on selected titles.

Almost no libraries reported conducting studies on their own serial record-keeping procedures and little documentation was offered in this area. Some questionnaires hinted at the desirability of a "how-to" manual to help them analyze their serials operations. The committee felt that this might be a fertile area in which to move.

It was decided that all committee members should have the benefit of reviewing the individual survey responses and digesting the wealth of information found in them, preferably before the 1979 Midwinter Meeting. At that time the committee will again take up the topic of possibly directing its efforts toward developing documentation that would provide a methodology for libraries to study their own serials workflow, perhaps in the form of guidelines with goals for improving serial records management.

[*John D. Levy*]

SS COMMITTEE TO STUDY SERIAL CATALOGING

This committee of the Serials Section (formerly the ad hoc AACR Revision Study Committee, which was dissolved during the 1978 Midwinter Meeting) met Sunday, June 25, and Monday, June 26, with a substantially large attendance at the Sunday afternoon session. Judith Cannan, head of the Library of Congress English Language Serial Cataloging Section, who was officially appointed to the committee in April, chaired both meetings.

After a brief history of the formation of the new committee, Judith Cannan then commented on the charge of the committee—to examine policies and procedures related to serial cataloging. The members of the new committee then introduced themselves to the observers.

The brief business portion of the meetings consisted of announcements pertaining to the publication of AACR 2 in November, and a special assignment for committee members. The committee was requested to obtain copies of AACR 2 as soon as it becomes available, to catalog 15 to 30 titles each according to the new rules, and to forward their examples with comments to the chair by the end of December for discussion at the 1979 Midwinter Meeting. The balance of the program was given over to a presentation by Judith Kuhagen, head of the Library of Congress Foreign Language Serial Cataloging Section, on the processing of serials at the Library.

Mrs. Kuhagen spoke to the Library's problems of maintaining several discrete serial record files, divided because of special language requirements, the largest file containing 650,000 entries representing approximately 110,000 live titles. She also described in detail the assembly-line-like processing of serials at the Library of Congress as they pass through the Sorting, Accessioning, Searching, and Visible File Cataloging Units of the Serial Record Division to the appropriate descriptive cataloging section, their coding and online input to the CONSER file by the Editing and Input Section, the assignment of ISSN and key titles by the National Serials Data Program, the addition of subject elements by the Subject Cataloging Division, and finally the report of holdings to the New Serial Titles Section.

Of particular interest to the observers was the relationship of Library of Congress cataloging procedures with the CONSER Project. Mrs. Kuhagen described how, in order to achieve a national bibliographic record, the Library accepts as much information as possible from the CONSER data base and

amalgamates this information into its own cataloging records. She also described the cooperation that takes place between the Library of Congress and the National Library of Canada in the cataloging of Canadian imprints.

At the conclusion of the presentation, observers were encouraged to ask questions about serials processing at the Library of Congress. Several members of the Serial Record Division responded to questions on selection policy, the use of key titles, the treatment of conference publications, and the input of partial records on the CONSER data base. Some of these discussions were then informally continued with Library staffers after the adjournment of the formal meeting. [*John D. Levy*]

SS LARGE RESEARCH LIBRARIES DISCUSSION GROUP

The group, under chair Ruth Carter, University of Pittsburgh, devoted its session to a discussion of CONSER from the participant's point of view. Libby Hofsas recounted developments in the CONSER operation at Yale University since it began there in September 1975. By February of this year, full-level bibliographic records had been claimed, upgraded, or created on the OCLC data base for all currently received titles in the main library. Work will begin in September to convert titles received by other Yale libraries.

Elaine Walker discussed Cornell University's experience with CONSER. In three years of participation, Cornell has processed 30,000 titles. Of this total, 38 percent were found in the OCLC data base and upgraded, 36 percent were freshly entered, and 26 percent were claimed, as held, by Cornell. In the beginning, Cornell found that it was constrained to create original records for 75 percent of the retrospective titles encountered in the conversion project, but now the figure is down to 30 percent. Currently over 50 percent of titles new to Cornell are found on the CONSER data base.

It was also reported that Cornell, with the support of the New York State Department of Education, is enhancing records found on a tape generated at the New York Public Library and adding them to the OCLC data base via the save file.

Dorothy Glasby, CONSER Operations Coordinator, Library of Congress, outlined some of the implications of the CONSER effort for internal Library operations. Changes in cataloging procedures are becoming more frequent and striking. Fifteen to twenty percent of titles cataloged for the first time at the Library are already represented in the OCLC data base. Library of Congress catalogers are very accepting of the bibliographic information found on-line. The resulting amalgamated record reflects not just what the Library knows, but what is known overall about a serial title.

In the discussion period, several group members reported evidence of progress made by OCLC in the eradication of duplicate serial records. The quality of the OCLC printed card for serials was questioned, but few in the group found it lacking.

[*William Hinkley*]

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